

SSSC meeting

July 11, 2003

(Held in Room 470 of the Governor's Office Building)

Attending:

Jean Endsley opened the meeting by welcoming everyone. Everyone introduced themselves and the department they represent.

Jean then asked everyone to take a moment to review the minutes from the last meeting. The minutes were reviewed, a motion to approve was made and the minutes were accepted.

Jean asked Janice Steenburgen for an update on the contract. Janice stated it was being evaluated.

John Giles shared that Social Services had recently re-written their safety and health policy. Social Services are putting more emphasis on individual responsibility.

Jim Lowery of Mental Health talked about a situation that came up in St. Louis concerning a possible workplace violence issue. Apparently one employee had been stalking another after the one employee's spouse was deployed to Iraq. A general discussion of workplace violence among the group was taken up. Bryan Howard of DESE talked about an issue they had. An individual was put on 3-day suspension for inappropriate remarks after the Modine and Lockheed Martin incidence.

Keith Russell of OA, Facilities Management talked about the progress of the C-CERT (Capitol Complex Emergency Response Team) team. He said they had been awarded some grant money and were using it to purchase equipment. He also asked if anyone wished to join the team to contact him.

The discussion moved to the Continuity of Business plan being addressed by some agencies. John Giles shared what he knew about the initiative and said he would find out more information for the group by the next meeting.

Next item on the agenda was drivers license and driving history checks on employees. The person from Revenue that was to give the presentation was unavailable. Jean distributed a sign up sheet for training on accessing driver's records and how to interpret the data. The item was then tabled for the next meeting.

The group took a short break.

Jean then reviewed a Training tape from Costal Productions on driving government vehicles. She asked if anyone wished to review it to let her know.

Jean asked about the Annual Report. Janice said John Downs would be helping with the project but had nothing to report at this point. Janice did mention that the report originally came from the COMAP project.

The agenda then moved the committee to the building inspection form. Jean distributed a copy of the form MoDot utilizes. She says the inspectors have the capability to use Palm Pilots to check the inspection questions then download them to a computer. These are performed at least annually. Jean also asked if anyone would like a demonstration as to MoDot's methodology in filling it out to let her know.

The next item was a discussion of West Nile Virus. The presenter from Health and Senior Services was unavailable. John Schumert was asked to give a short presentation on his research into the illness. John stated that a few facts about the virus could go a long way in helping people prevent it and help employees deal with it. He said the chemical DEET has been recommended by the CDC. It has a long history of effectiveness and few proven side effect. He said the battery operated personal protective gizmos that give off some kind of noise have not been proven to be effective. John also states that mosquitoes do not travel more than 100 to 150 yards. Therefore the most effective strategy is to find their breeding source and eliminate it. This could be an old tire, birdbath, gutter or any other item that contains standing, stagnate water.

Next agenda item was Building Preservation Fund. Janice touched on the new legislation were by the State now has responsibility for insuring certain buildings that used to be insured by the purchase of private insurance. Mark Kaiser talked about his presentation to the legislators about the efforts of the SSSC and its efforts in regards to safety and protection of state buildings. Mark talked about the change from commercial insurance on bonded buildings to self-insurance of them. Mark talked about the bonding process and how it helps protect investors should some kind of catastrophe occur destroying the asset (building) that is the collateral, so to speak, for the investment.

John Giles spoke about a Social Service issue concerning tornado damage and how no relief (financial) was available through FEMA or SEMA. Mark said because the state does not technically self-insure FEMA and SEMA would not offer any assistance. He did say that it was possible to purchase a policy on the commercial market and perhaps they would take a different view. John replied the damage was only \$4,000.00 and may not be worth the cost of the new policy.

The committee moved to the issue of automatic defibrulators in the work place. Julie Ives stated some agencies where not in compliance with there use because they don't have a physicians protocol. Steve Moody said DNR had some of the units and part of the package was this protocol. Steve said his biggest problem with them is the life and cost of the battery. He highly recommends agencies look into these issues as part of the purchasing process.

The next meeting was set for October 3, 2003 room 470 from 9-12 at the Governors Office Building.

With no further business the committee adjourned.

(Minutes written by John Schumert due to Mark Doerner's absence.)